

Thurrock: A place of opportunity, enterprise and excellence, where  
individuals, communities and businesses flourish

## **Forward Plan**

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## THE FORWARD PLAN

The Council produces a Forward Plan detailing “Key Decisions” that are to be taken over the next four months by the Leader of the Council, the Cabinet, Cabinet Members and Officers of the Council.

“Key Decisions” are defined as those that are likely to

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority’s budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority.

For the purpose of (a) above, the Council has defined significant expenditure or savings as being in excess of £500,000 per annum.

For information purposes, the Forward Plan also includes some other matters expected to come before Cabinet or that the Cabinet is likely to recommend to full Council whether or not they may give rise to Key Decisions.

### The Cabinet

CABINET MEMBER	PORTFOLIO
Councillor Rob Gledhill (Leader of the Council)	Public Protection and Anti-Social Behaviour
Councillor Shane Hebb (Deputy Leader of the Council)	Finance
Councillor Gary Collins	Central Services
Councillor Mark Coxshall	Regeneration
Councillor James Halden	Education and Health
Councillor Deborah Huelin	Communities
Councillor Barry Johnson	Housing
Councillor Susan Little	Children and Adult Social Care
Councillor Aaron Watkins	Environment and Highways

## Publicity in connection with Key Decisions

Where the Council intends to make a key decision, that decision must not be made until a document has been published which states:

- that a key decision is to be made on behalf of the Council;
- the matter in respect of which the decision is to be made;
- where the decision maker is an individual, that individual's name, and title if any and, where the decision maker is a decision-making body, its name and a list of its members;
- the date on which, or the period within which, the decision is to be made;
- a list of the documents submitted to the decision maker for consideration in relation to the matter in respect of which the key decision is to be made;
- the address from which, subject to any prohibition or restriction on their disclosure, copies of, or extracts from, any document listed is available;
- that other documents relevant to those matters may be submitted to the decision maker;
- the procedure for requesting details of those documents (if any) as they become available.

The Forward Plan will be updated with the information set out above and will be published **at least 28 days before the date of the Cabinet meeting to which it refers.**

Copies can be obtained as follows:

In writing, addressed to: Democratic Services,  
Civic Offices,  
New Road,  
Grays,  
Essex  
RM17 6SL

By e-mail to [direct.democracy@thurrock.gov.uk](mailto:direct.democracy@thurrock.gov.uk)

Via the Council's web site at: [www.thurrock.gov.uk/democracy](http://www.thurrock.gov.uk/democracy)

Members of the public are entitled to obtain copies of any documents that will be relied upon when the decision is taken, unless they are either confidential or exempt within the meaning of Schedule 12A in the Local Government Act 1972 (for example, information relating to individual people/employees, financial/commercial details or legal proceedings).

These documents will normally be published on the Council's website at the address above **at least 5 clear working days** before the decision is due to be taken. Paper copies will also be available for inspection via the address, telephone number and e-mail address set out above.

### Admission of the public to meetings of the Cabinet:

A meeting of the Cabinet must be open to the public except to the extent that the public are excluded.

The public must be excluded from a meeting during an item of business whenever:

- (a) it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence;

- (b) the decision-making body concerned passes a resolution to exclude the public during that item where it is likely, in view of the nature of the item of business, that if members of the public were present during that item, exempt information would be disclosed to them;
- (c) a lawful power is used to exclude a member or members of the public in order to maintain orderly conduct or prevent misbehaviour at a meeting.

**Confidential or Exempt information:**

At least 28 clear days before a meeting where confidential or exempt information is to be considered, the Council will make available at the Civic Offices and on its website, a notice of its intention to hold all or part of a meeting in private, i.e., where the press and public are excluded.

Any such notice must include a statement of the reasons for the meeting to be held in private. Upon publication of this notice, representations may be received by the Council about why a particular decision should be open to the public. Any such representations should be made as follows:

In writing, addressed to:                    Democratic Services,  
    Civic Offices,  
    New Road,  
    Grays,  
    Essex  
    RM17 6SL

By email to                                        [direct.democracy@thurrock.gov.uk](mailto:direct.democracy@thurrock.gov.uk)

At least five clear days before a private meeting, where the press and public are excluded from all or part of a meeting, the Council will make available at the Civic Offices and on its website a further notice of its intention to hold all or part of a meeting in private.

This notice must include a statement of the reasons for all or part of the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public, and, a statement of its response to any such representations made.

**Please note that the decision dates provided within this Forward Plan are indicative and occasionally subject to change. Please contact Democratic Services if you wish to check the decision date for a particular item.**

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Member / Portfolio	Public / Exempt (and reason if the decision is to be taken in private)
<p><b>Tree Planting Strategy Report</b> This report outlines options for Cabinet consideration in response to a Motion which was raised at Full Council on 25<sup>th</sup> July 2018.</p> <p><b>Motion 3 - Submitted by Councillor Redsell</b></p> <p>This chamber recognises the valuable contribution that trees make to our local environment and calls on Cabinet and / or officers</p> <ul style="list-style-type: none"> <li>• Where practicable to consult Members prior to the removal of trees from local authority land within their respective wards, and</li> <li>• Where possible in accordance with the current budget to replace within a reasonable period all trees felled from local authority land including public areas; and</li> </ul> <p>To investigate availability of funding sources for the 2019 -20 budget to enable the Council to purchase replacement trees.</p>	<p><b>13 Feb 2019 Cabinet</b></p>	<p>Julie Rogers, Director of Environment and Highways</p>		<p>Cabinet Member for Environment and Highways</p>	<p>Open</p>
<p><b>2019/2020 General Fund Budget and MTFS Update</b> To recommend to Council the 2019/2020 revenue and capital budgets, including the recommended council tax increase.</p>	<p><b>13 Feb 2019 Cabinet</b></p>	<p>Sean Clark, Director of Finance &amp; IT</p>		<p>Deputy Leader and Cabinet Member for Finance</p>	<p>Open</p>

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<b>Capital Strategy 2019-2020</b> To recommend to Council the 2019/20 Capital Strategy.	<b>13 Feb 2019 Cabinet</b>	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open
<b>Re-Procurement of Agency Worker Contract</b> To seek Cabinet's approval to progress the re-procurement of a new Agency Worker Contract to commence in December 2019.	<b>13 Feb 2019 Cabinet</b>	Jackie Hinchliffe, Director of HR, OD & Transformation		Cabinet Member for Central Services	Open
<b>Elizabeth Gardens Care and Support Re-Tender - Provision Post-July 2019</b> To update and advise of options considered and approval of a new care and support service contract.	<b>13 Feb 2019 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Children and Adult Social Care	Open
<b>HRA Business Plan, Budget and Rent Setting 2019/20 Onwards</b> To set out the proposals for the HRA service delivery during 2019/20 and agree the budget and rents.	<b>13 Feb 2019 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Housing	Open
<b>Fees and Charge Pricing Strategy 2019/20</b> This report is being submitted in order to obtain Cabinet approval to make changes to the existing Fees and Charges Pricing Strategy for financial year 2019-20.	<b>13 Feb 2019 Cabinet</b>	Sharon Bayliss, Director of Commercial Services		Deputy Leader and Cabinet Member for Finance	Open
<b>Thurrock Council Adult Social Care Mental Health Peer Review Report</b> To inform Cabinet of the findings of the Council's Adult Social Care Mental Health Peer Review, including recommendations and next steps.	<b>13 Mar 2019 Cabinet</b>	Roger Harris, Corporate Director of Adults, Housing and Health		Cabinet Member for Children and Adult Social Care	Open
<b>Quarterly Corporate Performance Report 2018/19</b> This report provides Cabinet with a summary of performance against the Corporate Scorecard 2018/19, a basket of key performance indicators. These	<b>13 Mar 2019 Cabinet</b>	Karen Wheeler, Director of Strategy, Communications and Customer Services		Cabinet Member for Central Services	Open

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indicators are used to monitor the performance of key corporate priority activities and enables Members, Directors and other leaders to form an opinion as to the delivery of these priorities.					
<b>Q3 Financial Position and MTFS Update</b> To note the councils forecast financial position for 2018/19.	<b>13 Mar 2019 Cabinet</b>	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open
<b>2018/19 Capital Monitoring Report</b> To keep Cabinet updated on the progress of the current capital programme.	<b>13 Mar 2019 Cabinet</b>	Sean Clark, Director of Finance & IT		Deputy Leader and Cabinet Member for Finance	Open